

# MADISON COUNTY LIBRARY BOARD OF TRUSTEES

P O Box 38  
Danielsville, Georgia 30633

*Learning to Read, Reading to Learn*

March 24, 2003

## AGENDA

**Call to Order**

**Introduction/Welcome**

**Approval of January 9, 2003, minutes**

**Public Comment**

**Reports:**

**Chairperson -**

**Branch Manager**

**Regional Director/Consultant**

**Friends of the Library**

**Committee Reports:**

**Building & Grounds**

**Finance**

**Personnel**

**Gifts**

**Special Projects**

**Old Business - Constitution,**

**New Business**

**Announcements - Next Meeting July 10, 2003**

**Adjourn**

**GERALD R INGRAM**

e-mail: [bjing@athens.net](mailto:bjing@athens.net) Phone: 706-783-3570

PO Box 186  
Comer GA 30629

**Madison County Library Board of Trustees**  
**Minutes for January 9, 2003**

In attendance: Gerald Ingram, Ramona Booth, Kathryn Ames, Judy Atwood, Michael Moak, Alice Sturgis, Elizabeth Murray, Margie Richards, Jackie Griffeth, Suzanne DeGrasse

Mr. Gerald Ingram, Chairperson, called the meeting to order. Mr. Ingram stated that Trustee Gail Bates would not be attending due to the illness of her son. The printed agenda was approved. Minutes for the October 10, 2002, meeting had not been included in the meeting notice to Trustees, therefore, approval of said minutes was delayed until copies could be made for each Trustee.

**Chairperson's Report – Gerald Ingram**

Motion made, seconded and approved to amend the minutes of April 11, 2002, under the "Buildings and Grounds" report to read "... D & D Housecleaning bid of \$675.00 per month be accepted."

This replaces "... bid of \$650.00 per month" as originally in minutes. This change is due to the invoices which have been paid since July, 2002 have been for \$675.00 per month. Discussion was held concerning amending the budget for 2003 for cleaning service from \$7,500 to \$8,100 to reflect the above amendment. Decision was made not to amend the budget at the present time, but to examine it later and amend if necessary.

Copies of committee appointments were distributed. All Board members agreed to serve on committee assigned.

**Branch Manager's Report – Suzanne DeGrasse**

Distributed quarterly statistics and activities report. Announced that circulation and patron statistics were still up from last year. Reported that many items donated to the library had been added to the collection and the ones not used for the collection had been given to the Friends of the Library for the next book sale. Miss DeGrasse asked Trustees to encourage anyone with pictures of pre-1945 Black families in Madison County to bring them to the library for inclusion in the Madison County Picture Archives during February, which is Black History Month.

Two new flat-screen computers have been added to the Library. These had been purchased with Federal funds administered by the State of Georgia. To stop the loss of computer headsets patrons must now leave a personal item, i.e. keys, etc, with the librarian while using headsets. This procedure is working well.

## **Regional Director's Report – Kathryn Ames and Judy Atwood**

Distributed financial and circulation reports. Announced that the Family Place grant had been approved. This will be used to provide books, programs, and educational toys to assist parents in improving their parenting skills. Specialists in child rearing will give counsel to parents during special programs and children will be able to use the educational toys at this time.

A "Latino" grant has been applied for to assist library personnel and trustees in developing a better understanding of the local Hispanic population and in setting up needed services and programs for this Hispanic population. A major component of this grant proposal will be for library personnel to travel to Mexico to improve their understanding of the background and needs of the Hispanics. Some funds for collection development will be available from this grant if approved.

Mrs. Ames discussed the problem of future budget cuts by the state. She distributed graphs showing state support for maintenance and operation and materials for the last 23 years. These graphs show actual support and inflation. Further budget cuts would drastically reduce collection improvement and all services and personnel. Distributed sheet showing the requests being made to the State Legislature by the Office of Georgia Public Libraries for funding in the state supplemental budget for FY 2003. Each item was discussed. A list of local state senators and legislators was distributed. Trustees were encouraged to contact these and impress upon them the need to keep funding for libraries as high as possible. Legislative Day luncheon was announced for February 13, 2003 in Atlanta. Any Board member who can attend must notify Mrs. Ames before January 31, 2003.

Mrs. Ames stated that the major goal for the Regional Library System for 2003 was to survive the hard economic times of 2003 without cutting employees. Discussed some of the problems, which would be caused by reduced funding from county and state sources.

The Board of Trustees was asked to encourage anyone they knew with vision problems to join the Talking Book Service.

Mrs. Judy Atwood discussed the assessment of training needs for library staff now being conducted. Mrs. Atwood reported on the December 17, 2002 training session for library personnel on safety and insurance claims.

Mrs. Ames reviewed the budget and stated that expenditure and receipts were on track for the year. She explained to the Board the "Reserve Fund" section of the budget.

## **Friends of the Library –Elizabeth Murray**

Reported on the December 2002 Friends meeting. Announced the Friends had donated \$6,000.00 to the Library. \$1900.00 was made on the fall book sale. The next blood drive will be May 12, 2003. All Board members encouraged to attend Friends meetings.

**Building and Grounds – Elizabeth Murray**

The county has still not repaired the large brick Library sign and several other needed repairs are not being done by the county in a timely manner. Mrs. Murray will contact Commission Chairman Wesley Nash about this problem.

**Other Committees – no reports**

**Old Business**

Constitution Revision tabled due to final draft not available.

Motion made and approved for Cleaning Contract with D & D Housecleaning for March 1, 2003 through December 31, 2003 at \$675.00 per month.

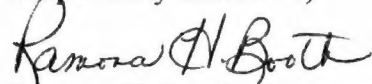
Grounds contract with Angels of the Earth for October 25, 2002 to December 31, 2002 at \$183.75 per month was approved.

Gerald Ingram recommended grounds contract proposal from Angels of the Earth for January 1, 2003 to December 31, 2004 at \$183.75 per month. Motion was made, seconded and approved to accept this contract.

**New Business - none**

The next meeting was announced for April 10, 2003 at the Madison County Library. There being no further business the meeting was adjourned.

Respectfully submitted,



Ramona H. Booth, Secretary, Madison County Library Board of Trustees

**MADISON COUNTY LIBRARY BOARD OF TRUSTEES  
MINUTES FOR APRIL 10, 2003**

The Madison County Library Board of Trustees met at 4:30 P.M. on April 10, 2003, in the Conference Room of the Madison County Chamber of Commerce. In attendance were: Gerald Ingram, Ramona Booth, Judy Atwood, Kathryn Ames, Gail Bates, Alice Sturgis, Jackie Griffith, Elizabeth Murray, Michael Moak, *Margie Richards*

Mr. Gerald Ingram, Chairperson, called the meeting to order. Mr. Ingram reported the Board member Fern Coutant was absent due to a family emergency in New Orleans and Branch Manager Suzanne DeGrasse could not attend <sup>due</sup> to a staff shortage at the Library because of the surgery of Sara Carter. He also reported the death of the mother of Kathryn Ames. Motion was made and approved to accept the minutes of the January 9, 2003 meeting as presented.

**Branch Manager's Report** - Printed copy presented in absence of Branch Manager

A copy of the quarterly statistics and activities report was distributed. Ms. DeGrasse will be applying to the University of South Carolina to work on her degree in Library Science. The Board of Trustees highly encourages her to pursue this degree. Mrs. Ames, Regional Director, is helping to investigate sources of financial aid for Ms. DeGrasse. Elizabeth Murray suggested that the Friends of the Library be encouraged to consider a scholarship to assist Ms. DeGrasse. Board Secretary Ramona Booth will contact Ms. DeGrasse and encourage her to write a letter to the <sup>Board</sup> Friends of the Madison County Library requesting financial assistance, ~~at the recommendation of the Board of Trustees.~~

Ms. DeGrasse was commended for the marked increase in African-American patronage at the Library. A suggestion that the new Hispanic newspaper in Athens cover library news. Mrs. Ames stated that this was already in progress.

**Regional Director's Report** - Kathryn Ames and Judy Atwood

Distributed financial and circulation reports. At the present time, due to state fund reductions there will be a reduction of \$48,000.00 for the system next year. The PINES project will be \$1 million short. A rebate to the state by BellSouth for overcharges on the T-1 lines will help a little with the shortfall of funds. The financial status of the Madison County Library is in good shape for the budget year. The Friends group was commended for their work and financial contributions. The bookmobile is still visiting the homes of shut-in patrons despite other curtails in service due to shortage of funds. Circulation statistics are good.

Some videos are being challenged in other libraries. The system is preparing signs notifying patrons that the library does not rate videos, which are not rated by the movie industry. Patrons are to contact the library staff for sources of information on non-rated videos. Postcards were distributed to the Board members to us in promoting libraries.

Judy Atwood announced that Shannon Berge was <sup>Now</sup> ~~not~~ coordinator for the Family Place grant. Workshop dates were announced. Mrs. Atwood stated the SmartFilter, a new filtering software is being installed in all libraries of the system. Madison County Library already has the new software. Branch managers have been given the address of a website, which will help them in leadership and supervision tasks.

The extended absence of staff member Sara Carter, due to surgery was discussed. Mrs. Carter is covered by a large number of accumulated hours of sick leave. A part-time substitute staff member has been employed during her absence.

#### **Friends of the Library - Elizabeth Murray**

Reported that the publicity committee had done a good job with publicity about the book sale and the membership drive. Mrs. Murray gave a list of the programs for the coming year. \$2,357.00 is in the current treasury. Friends will be setting up exhibits in all the festivals in the county this year to promote the library and the Friends. A blood drive will be held at the Library on May 12. The Red Cross is handling all aspects of this drive. Friends will host a Chamber of Commerce breakfast on May 15, 2003.

Mrs. Murray suggested that guidelines be developed for recognition of Board of Trustees members as they rotate off the board. Discussion was held about the policies of other libraries. A motion was made and approved the recognition of retiring board members will be done on an individual basis.

#### **Building and Grounds - Elizabeth Murray**

Mrs. Murray encouraged Board Members to go to library to see the blooming flowers and shrubs.

Mr. Ingram stated that he had not seen the signed contract with "Angels of the Earth" for ground maintenance. Mrs. Murray and Mr. Ingram will check to see if the contract has been signed and returned to the library.

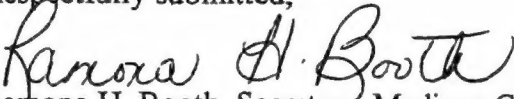
## **OLD BUSINESS**

Constitution Revision – Copy of updated constitution with revisions was distributed to the Board. All corrections from the draft were incorporated and each was discussed. Motion was made by Jackie Griffeth and seconded by Ramona Booth to adopt the constitution. Motion approved.

## **NEW BUSINESS - none**

The next meeting was announced for July 10, 2003. There being no further business the meeting was adjourned.

Respectfully submitted,

A handwritten signature in cursive script that reads "Ramona H. Booth". The signature is written in dark ink and is positioned above the printed name.

Ramona H. Booth, Secretary, Madison County Library Board of Trustees



*approved  
7-10-03  
with amendments*

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Mr. Gerald Ingram, Chairperson, called the meeting to order. Mr. Ingram reported the Board member Fern Coutant was absent due to a family emergency in New Orleans and Branch Manager Suzanne DeGrasse could not attend to a staff shortage at the Library because of the surgery of Sara Carter. He also reported the death of the mother of Kathryn Ames. Motion was made and approved to accept the minutes of the January 9, 2003 meeting as presented.

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Ms. DeGrasse was commended for the marked increase in African-American patronage at the Library. A suggestion that the new Hispanic newspaper in Athens cover library news. Mrs. Ames stated that this was already in progress.

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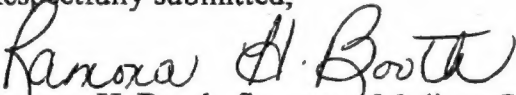
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## **NEW BUSINESS - none**

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Ramona H. Booth, Secretary, Madison County Library Board of Trustees

**MADISON COUNTY LIBRARY BOARD OF TRUSTEES  
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Mr. Gerald Ingram, Chairperson, called the meeting to order. Mr. Ingram reported that Board member Fern Coutant was absent because she was attending a conference in Kentucky and Board member Gail Bates could not attend due to a work conflict.

Elizabeth Murray made a motion to amend the minutes of April 10, 2003, to read... "Ms. DeGrasse would be encouraged to write a letter to the Madison County Library Board of Trustees requesting financial assistance" and not to the Friends of the Library as originally stated. Motion to amend the minutes was seconded and approved. Motion to accept the minutes as amended was made and approved.

Mr. Ingram asked the nominating committee (Gail Bates, Alice Sturgis, and Elizabeth Murray) to meet and prepare to nominate officers for the coming year. The nominations will be presented at the October meeting.

The budget for FY 2003-2004 was discussed. Monies budgeted for telephone were not all used in 2002-2003 resulting in a surplus. Ms. DeGrasse recused herself as budget items related to personnel were discussed. Mrs. Murray motioned that all employees of the Madison County Library be given a 2% raise for FY 2003-2004 beginning July 1, 2003. The motion was seconded and approved. Michael Moak made a motion that Mr. Ingram requests the same level of funding (\$152,074.00) for the Library from the Madison County Commissioners for next year.

**Branch Manager's Report – Suzanne DeGrasse**

A copy of the quarterly statistics and activities report was distributed. Circulation statistics continue to rise. A large number of items were donated last quarter. A lawsuit settlement by the State of Georgia resulted in an unexpected \$2000.00 for each library in the system. Madison County Library used these funds to purchase increased memory for the computer server, battery back-ups for all computers and new display and paperback shelving. A report on the picture archives was given-archives progressing rapidly. Now have 13 volunteers working in the Library, representing all ages.

### **Regional Director's Report – Kathryn Ames**

Mrs. Ames reported that there is talk among legislators of a further reduction of state funding for libraries in Fall, 2003. Bookmobile is now only being run one-half time to serve primarily homebound and elderly patrons or patrons unable to get to a library. All county governing bodies in the system have continued or increased funding for libraries thereby insuring continued state funding.

A filter system for all library computers in the state, SMARTFILTER, is now being provided by the state free to libraries. The Board of Trustees went through the list of categories provided and voted on nine categories to be filtered in the Madison County Library. A copy of these categories and the results of the Board vote are attached to these minutes.

### **Friends of the Library – Elizabeth Murray and Michael Moak**

The next blood drive in the Library in July 2003 will be sponsored solely by the American Red Cross. Mr. Moak reported that Friends have set up booths at the Hull Memorial Day Festival and the Colbert July 4<sup>th</sup> Festival. Response has been very good. Donations and book sales at the two celebrations have netted \$50.00 for the Friends. Mr. Moak stated that public awareness of the library and its programs is more valuable than any funds raised.

### **Building and Grounds Committee – Elizabeth Murray**

A signed copy of the contract with Angels on Earth for ground maintenance is on file in the Library office. Mrs. Murray is working on plans for some new plantings in the fall.

### **Old Business**

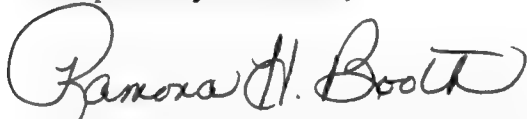
Ms. DeGrasse, Branch Manager, presented a letter to the Board of Trustees requesting financial assistance with fees for a graduate degree program in Library Sciences. Mrs. Elizabeth Murray made a motion that the Finance Committee (Mike Moak, Alice Sturgis, Ramona Booth) of the Board of Trustees review the request and the information provided by Ms. DeGrasse. This same motion gives the Finance Committee authority to make a recommendation to the Friends of the Library, with the stipulation that a response from the Friends is expected by August 15, 2003. The motion was seconded and approved.

### **New Business**

A patron survey of the Madison County Library elicited 26 responses. Majority of responses was very favorable. Biggest number of requests for service was for more open hours.

Next meeting was announced for October 9, 2003. There being no further business the meeting was adjourned.

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*Approved  
10-09-03  
with revision  
on "dating"*

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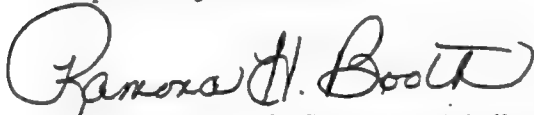


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located at <http://www.securecomputing.com>  
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Evaluation**

## **Accurate URL Control List**

### **comprehensive global coverage**

Internet access is managed and monitored through the dynamic SmartFilter® Control List. The Control List provides a comprehensive and proven database of millions of global URLs that may be considered unproductive and/or inappropriate for business or educational environments throughout the world.

Secure Computing uses automated tools to continually search the Internet for new sites and pages that meet the content criteria for the 30 Control List categories. Candidate sites are added to the Control List after being viewed and categorized by our multi-lingual Control List Technicians. The SmartFilter Control List is updated daily and is automatically downloaded by SmartFilter.

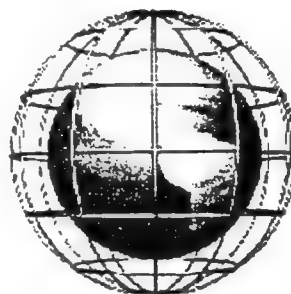
With SmartFilter, you can easily tailor user access to the Web to fit your organization's unique culture and objectives. Pick and choose the categories you want to filter, coach, delay or allow. From denying access to gambling sites and pornography to allowing access to travel sites during lunch hours, and delaying downloads from MP3 sites, SmartFilter gives you the flexibility and control you need.

SmartFilter also provides 10-user defined categories that allow you to further tailor access by defining and filtering sites not included in the SmartFilter Control List. You can also exempt any site that you would like specific groups or individuals to access, quickly and easily.

Want to know how a specific site is categorized? Check out SmartFilterWhere

Want to know more about URL control lists? Read our whitepaper What you need to know about URL control lists.

#### **SmartFilter Control List categories**



*We are very happy with  
the accuracy of URLs,  
categorization, and  
extensive reporting.*

Barbara Pettygrove  
Information Security Analyst  
Blue Cross Blue Shield  
(BCBSKS) of Kansas

Fast-path link to all  
information

Product information

Control List datasheet

Success stories

Anonymizers and translators YES  
 Art and culture No  
 Chat YES  
 Criminal skills YES  
 Cults/occult No  
 Dating ? - NO 10/09/03  
 Drugs YES  
 Entertainment No  
 Extreme/Obscene/Violence YES  
 Gambling YES  
 Games No  
 General news No  
 Hate speech YES  
 High bandwidth No  
 Humor No  
 Investing No  
 Job search No  
 Lifestyle No  
 Mature YES  
 Nudity No  
 Online sales and merchandising No  
 Personal pages No  
 Politics/Opinion/Religion No  
 Portal sites No  
 Self-help/Health No  
 Sex YES  
 Sports No  
 Travel No  
 Usenet news No  
 Webmail/Personal Communications No

YES - FILTER

NO - NOT FILTER

The following is a brief description of all 30 SmartFilter Control List categories. The site file category code appears in parenthesis ( ) next to the category's title.

Socks/tunneling	<p><b>Anonymizers and translators (an)</b></p> <p>Anonymizers enable anonymous Web browsing through an intermediary to prevent unauthorized parties from gathering personal information, but also allow users access to ANY Web page and bypass blocking software. Language translators that provide input of whole URLs for translation also act like anonymizers. Also included in the Anonymizers/Translators category are HTTP tunneling programs that encapsulate non HTTP traffic in HTTP packets. Language translators that translate only TEXT are not blocked. Some examples of sites and topics include:</p> <ul style="list-style-type: none"> <li>• anonymizer - Type Transaction</li> <li>• anonymizer-based translation sites</li> </ul> <p style="text-align: right;">Back to Top</p>
<b>Art exhibits</b> <b>Artists</b> <b>Art history</b>	<p><b>Art and culture (ac)</b></p> <p>Web sites in this category contain virtual art galleries and other cultural topics, such as museums and country customs. Some examples of sites and topics include:</p> <ul style="list-style-type: none"> <li>• Visual Jazz Art Gallery - Contemporary art</li> <li>• Cartoon Factory Animation</li> <li>• A lesson in Native American Funeral Rituals</li> </ul> <p style="text-align: right;">Back to Top</p>

<b>Chat rooms</b> <b>Instant messaging</b> <b>Message boards</b>	<b>Chat (ch)</b>  This category contains Web-based chat groups. Chat rooms allow people to come together online to discuss current events, hot topics, and common interests. This category also includes forums, message boards, discussion groups, guest books that allow threads, and sites for CHAT software downloads. Some examples of sites and topics include: <ul style="list-style-type: none"><li>• Talk City</li><li>• The Chat Room Directory</li></ul> <a href="#">Back to Top</a>
<b>Bomb Making</b> <b>Burglary</b> <b>Murder</b>	<b>Criminal skills (cs)</b>  This category contains sites that either provide instructions for or identify methods to promote, encourage, or provide the skills to commit illegal, criminal activities. These include bomb-making, lock picking, computer hacking, burglary, murders, rapes, and so on. This category includes: <ul style="list-style-type: none"><li>• The Stalking Page</li><li>• Lock Picking for Beginners</li><li>• Hacking groups</li></ul> <a href="#">Back to Top</a>
<b>All Cults</b> <b>The Occult</b> <b>Satanism</b>	<b>Cults/Occult (oc)</b>  This category contains URLs with topics with information about the occult, cults, and other sects. Some examples of sites and topics include: <ul style="list-style-type: none"><li>• Occult supplies</li><li>• Satanic Publications - Guide to satanism</li><li>• The First Church of Commonsense</li></ul> <a href="#">Back to Top</a>
<b>Personal Ads</b> <b>Dating Services</b> <b>Dating</b> <b>Discussions</b>	<b>Dating (mm)</b>  This category covers dating and relationship topics, such as listings of personal advertisements, tips for attracting a companion, introductions to potential foreign spouses, and online dating services, including: <ul style="list-style-type: none"><li>• About.com's People/Relationships section - Dating</li><li>• Callgirlscorts -- Escorts/Call Girls</li><li>• Together Dating - One of the original online dating services</li><li>• Shy Man's Guide to Success with Women</li></ul> <a href="#">Back to Top</a>
<b>Marijuana</b> <b>Cocaine</b> <b>LSD</b>	<b>Drugs (dr)</b>  Sites in this category provide information on the purchase, manufacturing, and use of illegal or recreational drugs, including: <ul style="list-style-type: none"><li>• Freespeech.org - Drug/Marijuana archive</li><li>• FYI - recreational Drugs -- The Cocaine Tester's Handbook</li></ul> <i>Note: The drugs category does not include sites that relate to prescription drugs.</i>  <a href="#">Back to Top</a>

**Movies/TV  
Internet  
Radio/TV  
Hobbies****Entertainment (et)**

The entertainment category includes URLs devoted to movies, television, music, hobbies, clubs, and amusement parks. These sites can either be fan-club style (for example, the Brad Pitt fan club) or sponsored by a company (for example, Warner Bros.). This category also includes personal pages of movies and TV shows. Examples include:

- Internet Movie Database
- Hollywood On-line - Information, photos, and movie reviews
- Aunt Annie's Craft Page

[Back to Top](#)**Bondage  
Excessive  
Violence  
Mutilation****Extreme/Obscene/Violence (ex)**

The extreme category contains URLs that may fall into other categories, but are typically extremely violent, gory, or horrific in nature and may be related to sex, bodily functions, obscenity, or perverse activities. Some examples of sites and topics include:

- The Butt Page - Rectal foreign body page
- Bondage
- Pornographic rape, violence, bestiality

[Back to Top](#)**Bingo  
Bookmaker  
Lottery Pages****Gambling (gb)**

The gambling category contains URLs that encourage placing monetary or other bets on the outcome of games and contests. It includes sites offering gaming, bookmaker odds, lottery pages, and bingo. Fantasy football leagues may also be included in this category, sometimes in combination with the Sports category. Some examples of sites and topics include:

- On-line Betting
- The New York Lottery Page

[Back to Top](#)**Backgammon  
Dungeons &  
Dragons  
Chess****Games (gm)**

This category consists of URLs whose focus is traditional board games, and role-playing games such as Battleship and Dungeons and Dragons. The category also includes video and online games, game reviews, and any URLs that promote game makers such as Mattel. Some examples include:

- Hasbro Toys
- Battleship
- Interactive WWW Games

[Back to Top](#)**Newspapers  
Journals  
Magazines****General news (nw)**

The general news category applies to most online news and mainstream publications, such as business, trade, and medical journals, as well as high school and university newspapers. Some Internet radio sites are included in the General News category. Some examples of sites and topics include:

- Wall Street Journal
- JAMA

**Racism  
Anti-Semitism  
Sexism**

- USA Today
- CNN

[Back to Top](#)**Hate speech (hs)**

This category is dedicated to any sort of information that would encourage the oppression of a specific group of individuals. This includes such things as derogatory speech against women, minorities, and the disabled. Some examples of sites and topics include:

- Aryan Nations
- National Socialist Movement
- Did Six Million Really Die?

[Back to Top](#)**Music files  
Music Players  
Peer-to-Peer File  
Sharing  
Streaming Media  
(Internet Radio,  
Movie Trailers)****High bandwidth (mp)**

This category contains URLs that are for downloading, uploading, or trading of high-bandwidth files. Media streaming and MP3 download sites are also included in this category if they are entertainment oriented. Some examples of sites and topics include:

- MP3 player downloads and resources
- Ugo
- KaZaA

Note: This category was previously titled MP3 however, on new installations the title will be High Bandwidth.

[Back to Top](#)**Jokes  
Comic Pages  
Comedy Clubs****Humor (hm)**

The humor category contains URLs that intend to be comical or funny. These sites include general jokes, comic pages, and comedy clubs. Some examples of sites and topics include:

- [www.unitedmedia.com/comics/dilbert](http://www.unitedmedia.com/comics/dilbert) - the Dilbert site
- ComedyNet
- College Humor Page

[Back to Top](#)**Stocks  
Discount Brokers  
Money Forums****Investing (in)**

The investing category includes sites that deal with personal investments and investment options. URLs in this category may contain stock quotes, money management forums, online publications, discount brokerage services, trading stock/mutual funds, portfolio set up, and more. Some examples include:

- Prudential Securities
- National Discount Brokers On-line

[Back to Top](#)**Classified Ads  
Resume Guides  
Job Databases****Job search (js)**

This rapidly growing category contains URLs related to a job search. It encompasses sites concerned with resume writing, resume posting by individuals, interviewing,

changing careers, classified advertising, and large job databases. It also includes career development, and individual URLs within otherwise uncategorized sites listing opportunities. For example, many corporate Web pages also list the company's job openings. Some examples of sites and topics include:

- HeadHunter - Employers, networking, resume writing, job fairs, and more
- Rensselaer Career Development Center - Career resource, resume book, job database, and more
- CareerResume - Online resume writing service

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### Vegetarianism Gay & Lesbian Naturism

#### Lifestyle (lf)

URLs in this category may contain discussions or material relevant to an individual's personal life, whether it be unique characteristics or orientation. The sites may include such things as straight men's groups, gay and lesbian discussions, senior citizen clubs, transgender issues, vegetarianism, naturism, and more. Some examples include:

- World Guide to Vegetarianism
- The Naturist Society - Promotion of clothes-free lifestyle
- Gay Universe - Guide to alternative lifestyles

*ability to block images*

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#### Mature (mt)

This category contains URLs that advertise or sell products that require visitors to be of majority age to purchase, such as tobacco, alcohol, and firearms. Other topics categorized as mature are adult humor; provocative but not transparent lingerie photos; detailed text and images explaining sexual problems and products; some adult topics in non-fiction, fiction, poetry and entertainment; and some usage of profanity. Some examples of sites and topics include:

- Choice Tobacco
- 800 Microbrew
- Anatomy of the Penis/Mechanics of Intercourse

*Note: This category also includes URLs showing women or men dressed in seductive or sexually suggestive clothing.*

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### Adult Humor Tobacco Some Profanity

#### Nudity (nd)

This category contains URLs that include non-pornographic images of the bare human body. Classic sculpture and paintings, artistic nude photographs, some naturism pictures, and detailed medical illustrations are included in the Nudity category. Some examples are:

- Jaedas Fine Art - Commercial photography of artistic nudes
- Museum paintings
- Ceramic Arts/Classical Nudes - Classical nude sculpture

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### Non-pornographic images Classic sculptures Detailed medical illustrations

#### Online sales and merchandising (os)

This category includes any form of merchandise sales or service that benefits the individual only, such as the sale of clothing, accessories, appliances, pets, and more. This may also overlap into other categories such as the sale of sex merchandise, sports memorabilia, and hate speech paraphernalia. It includes market promotions and catalog

### Non-Business Sales Catalogue Sales Market Promotions



selling (for instance, LL Bean). This category does not include merchandise or services that may benefit a normal business, such as business and computer supplies and business-to-business selling. Some examples include:

- Mall of the Internet
- NetBuys On-line Shopping Network
- alladvantage.com

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### Individual Opinion Student's Discussions

#### Personal pages (pp)

This category contains URLs that are generally created by two main groups: students and subscribers to dial-up Internet service providers. Typically, the content in this category relates to the personal or recreational activities, hobbies, and interests of the page's author, and does include personal network storage and backup. Some examples of sites and topics include:

- Zig's Stray Thoughts Page
- Bink's Home Page

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### Elections Abortion Discussion Religion

#### Politics, Opinion, and Religion (po)

These sites include discussions covering politics, religion, social values, and other non-work-related topics, including:

- Spiritual Spectrum - Discussions of spiritual issues
- CARAL - California Abortion and Reproductive Action League

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### Yahoo AOL Search Engines

#### Portal sites (ps)

This category contains URLs that serve as a major starting point for users when they get connected to the Web. Examples are Yahoo, Excite, Lycos, CNET, Microsoft Network, AOL.com, and many large Internet Service providers (ISPs). Some services that may be offered by portal sites include a directory of Web sites, a search engine, news, weather information, email, stock quotes, phone and map information, and sometimes Chat rooms, message boards and forums. Some examples include:

- Alfy - Portal for kids
- Altavista - Search Engine/Portal
- Freeserve - ISP Portal

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### Diet Nutrition Herbal Remedies

#### Self-Help (sh)

This category contains URLs with topics designed to improve an individual's well-being. Sites may provide information on new medications, medically related sex or drug therapies, or support groups. Some examples of sites and topics include:

- Ask the Dietitian™ - Advice on health and diet questions
- DivorceCare - Support for divorcees
- TeenHelp - Provides information to help your teen on drugs

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### Pornography Sex Discussions

#### Sex (sx)

This category contains URLs that reference, discuss, or show pornography, including

pictures, videos, or text of sex acts, or sexually oriented material. This includes soft- and hard-core pornography, sado-masochism, bestiality, and so on. Some examples are:

- PORN USA
- Hustler

*Note: In the broader context of cultural norms and individual taste, it may be debatable what is considered sex or pornography or simply a form of entertainment. However, in a standard business or educational setting, URLs contained in this category are considered unproductive.*

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**Sports Scores  
Sports Debates  
Sports  
Merchandise**

**Sports (sp)**

This category contains URLs related to sports, such as: sports teams, sport discussions, sports scores, and sports merchandise. Fantasy football leagues may also be included in this category, sometimes in combination with the Gambling category. Some examples of sites and topics include:

- ESPNET Sportzone
- SportsLine USA - Sports news, merchandise, contests
- AllSports - Features current news, odds, scores, and real-time chat with current players and coaches

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**Reservations  
City Events  
Sight-Seeing  
Guides**

**Travel (tr)**

This category includes travel and travel-related activities. Some of the URLs discuss popular travel destinations, travel reservation services, discount travel listings, special events in various cities, and sight-seeing guides. Examples include:

- Internet Travel Network - Reservations, and flight options
- 1800FlyCheap - Discount travel
- Interactive Travel Guide
- Alaska One - Travel guides, parks and recreation

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**News Groups  
Web Access**

**Usenet news (na)**

The Usenet News category contains sites that provide Web access to Usenet news groups and archives of files uploaded to newsgroups. Some examples of sites and topics include:

- DejaNews
- Real News - Provides Usenet News to individuals, ISPs, corporations, and educational institutions

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**Email  
Topics**

**Webmail (wm)**

This category contains Web sites offering Web-based e-mail and access to sites offering IP telephony as well as other types of non-business communication. Some examples of sites and topics include:

- HotMail - Free e-mail
- Cool Jargon of the Day

*approved  
1-8-04*

**MADISON COUNTY LIBRARY BOARD OF TRUSTEES  
MINUTES FOR OCTOBER 9, 2003**

The Madison County Library Board of Trustees met at 4:30 P.M. on October 9, 2003 in the conference room of the Madison County Chamber of Commerce. In attendance were: Gerald Ingram, Michael Moak, Ramona Booth, Kathryn Ames, Judy Atwood, Alice Sturgis, Margie Richards, Fern Coutant, Jackie Strickland, Suzanne DeGrasse.

Mr. Gerald Ingram, Chairperson, called the meeting to order. He welcomed Mrs. Fern Coutant, who had been absent from the last two meetings and announced that Elizabeth Murray had fallen and due to her injuries would not be attending.

The minutes of the July 10, 2003 meeting were approved, after the Board voted not to filter the category on "Dating" in the SMARTFILTER list from the state. This category had been left with a question mark at the July 10, 2003 meeting.

Mr. Ingram reported that the Friends of the Library Book Sale had conflicted with Board meetings on two occasions this year and asked that the library calendar be consulted before the Book Sale was scheduled in the future. Board of Trustee meetings take precedent over any other scheduling for the library meeting room.

**Branch Manager's Report – Suzanne DeGrasse**

A copy of the quarterly statistics and activities report was distributed. Circulation statistics were a little lower for the summer, but this is true each year. A large number of donations have been made and will help the Book Sale. Many displays of interest have been the library recently. Over 400 children participated in the Summer Reading Program. The Family Place Workshops were successful, but participation was not as high as expected. This workshop will be offered again in the future, and all avenues of increasing participation are being explored. A Grassroots Art Grant is being applied for to bring artists to the library for workshops. Ms. DeGrasse has applied for graduate school and is awaiting word on her application.

**Assistant Regional Director's Report – Judy Atwood**

Mrs. Atwood reported she and Ms. DeGrasse had met with director of the Family Place Workshops and obtained many ideas for reaching additional patrons for future workshops. Branch managers are now meeting with John Brantley and studying a program on supervision of entry level staff.

**Regional Director's Report – Kathryn Ames**

State budget reductions have resulted in reductions of book budgets to \$.34 per capita and staff and service reduction on the regional level. Further reductions in funding are expected next year. Madison County Library is in sound financial condition due largely to the generosity of the Friends of the Library. Budget expenditures are on track for the year. A budget request for the new year has been submitted to the Madison County Board of Commissioners, but no reply has been received as of this date.

Mrs. Ames announced as a matter of information that any patron over 17 years of age could request the filter on library computer he was using be removed without explanation and libraries would have to comply. Removing filter is no problem, but replacing it is labor intensive. Mrs. Ames expects state to make this process easier before new SMARTFILTER is in libraries.

Use of libraries as public forums and legal implications was discussed. Mrs. Ames cited several cases of libraries being sued for use of bulletin boards, meeting rooms, give-away items, etc. Madison County Library policies on bulletin boards and meeting rooms will be forwarded to Kathy Helms, attorney specializing in library issues, to make sure Madison County policies meet the legal requirements.

### **Friends of the Library – Michael Moak**

The Friends Book Sale is in progress, October 9-18, 2003. The Friends will have a booth at the Danielsville Fall Festival on October 18. The Friends approved the request for scholarship to assist Branch Manager, Suzanne DeGrasse with graduate school expenses. The Friends should have a large gift for the library this year. Next Friends meeting is October 16, 2003.

### **Nominating Committee- Elizabeth Murray, Gail Bates, Alice Sturgis**

In the absence of committee chairperson, Elizabeth Murray, Gerald Ingram presented the report of the committee. Nominations for officers for 2004 were Chairman- Michael Moak, Vice-Chairperson – Ramona Booth and Secretary- Margie Richards. A motion was made to accept the report and approved. A motion was made to approve the above nominations and passed.

Mr. Ingram asked that any Board member who was available to attend the Regional Board meeting on Thursday, October 16, 2003, since Mrs. Murray would not be able to attend.

### **Building and Grounds Committee – Ramona Booth**

Ms. DeGrasse stated that a shrub that was destroyed by the grounds Maintenance Company, Angels of the Earth, had not been replaced as promised. Ms. DeGrasse will discuss this problem with them again and try to resolve it.

### **Personnel Committee – Gerald Ingram**

Mr. Ingram asked that the Personnel Committee, consisting of Elizabeth Murray, Margie Richards and Fern Coutant began to make a study of the salaries and benefits of library personnel in the area and in comparable positions in local government. This study will be used as groundwork for future requests for salary increases/decreases and benefits for Madison County Library staff.

### **Special Projects – Suzanne DeGrasse**

The Picture Archives is requesting pictures of past family holiday gatherings. These will be used for the archives and for a special holiday display.

### **Old Business**

Maintenance problems with the library building were discussed. Some problems have been reported several times and still not repaired. Leak in the roof especially needs repairing now. The Branch Manager will report the needs again to maintenance and if not corrected within 5 working days, Mr. Ingram will discuss the problem with the Chairman of Madison County Commissioners.

### **New Business**

Assistant Regional Director, Judy Atwood presented a Policy Recommendation for Study Room Use. The need for such a policy was discussed and the policy (attached) was approved. A copy of the approved policy with the following sentence added will be attached to each study room door. "Please sign in at the desk before entering study room."

Next meeting was announced for January 8, 2004. There being no further business the meeting was adjourned.

Respectfully submitted,

  
Ramona H. Booth, Secretary, Madison County Library Board of Trustees